



Interested in Migrating to LEMSIS Elite?

What:

- Announcing the next opportunity for agencies wishing to migrate to LEMSIS Elite, the ePCR product offered at no charge by County Emergency Medical Services.

When:

- The next tentative migration date is June 19, 2018. Please see the migration implementation schedule which outlines what is required for selected agencies to migrate.

How:

- Submit an **“Agency Information Update”** form **no later than March 31, 2018**
 - This form is found on the LEMSIS Licensing Portal (see page 2 and 3 below)
 - Submission of this form is necessary for the LEMSA to determine which agencies are interested and the number of EMS personnel planning to migrate so we can plan for training and other staff functions to support the migration.
 - Submission of our form does not guarantee migration; agencies will be notified in early April whether or not they will be included in the June 2018 migration.

Implementation Schedule for (Estimated) June 19, 2018 Migration

1. Submit an “Agency Information Update” form **no later than March 31, 2018**. This form is found on the LEMSIS Licensing Portal. Requirements described on form, such as most up to date vehicles, etc. must be complete.
2. Receive email confirmation (early April) from the LEMSA that your agency will be part of the June 2018 migration.
3. Agency Administrators attend a 4 hour LEMSIS Elite Agency Administrator Training session the week of May 7, 2018. Exact date to be determined.
4. Agency Providers attend a 4 hour LEMSIS Provider training session. This occurs 2 weeks following Agency Administrator Training. Exact date(s) to be determined.
5. New agency migration is tentatively scheduled on (estimated) June 19th, 2018 at 0800.

Questions: Contact Diane Ameng: diane.ameng@sdcounty.ca.gov or 619-285-6416



STEPS TO FIND THE AGENCY INFORMATION UPDATE FORM

Navigate to the County of San Diego Emergency Medical Services LEMSIS Licensing Portal:

<https://cosd.imagetrendlicense.com/>

Upon log in, you will land on the My Account page. On the left hand side in the grey box, click the header that says *Applications*.

County of San Diego
Emergency Medical Services
CoSD LEMSIS Licensing Portal

CoSD EMS Website

Welcome, User *TestAgencyAdmin | Logout

My Account

Important information:
Please use Chrome or Firefox as your internet browser for completing applications.
Apple Safari (i.e., iPhone or Mac), Internet Explorer, and Microsoft Edge encounter errors in applications and fee submission.

User *TestAgencyAdmin
Paramedic
Number: PTest1
Issued: 10/24/2017
Expiration: 10/31/2017

Generate Card

2 Forms pending completion
6 Applications to be reviewed

I am looking for...
Personnel
First Name Last Name

My Account
Profile
Issued Application
Documents
Applications
Agency
Lookup

The Available Applications screen will load, at which point you will click the *View Agency Applications* button next to your agency's name.

County of San Diego
Emergency Medical Services
CoSD LEMSIS Licensing Portal

CoSD EMS Website

Welcome, User *TestAgencyAdmin | Logout

Available Applications

Click "View My Applications" to view your personnel applications, or click one of the "View Agency Applications" buttons to view the applications you can complete for that agency.

*TestAgencyAdmin, User (PTest1)
Paramedic
Issue Date: 10/24/2017
Expiration Date: 10/31/2017

View My Applications

TEST - ImageTrend (432)
123 Fake St Suite A, Lakeville, Minnesota 55044
EMT-Paramedic -- Issued: 01/19/2017 -- Expires: 04/30/2017

View Agency Applications

TEST-Brett's Fire Department - 800 (S37-12345)
123 Brett Street, San Diego, California 92120
EMT-Paramedic -- Issued: 01/19/2017

View Agency Applications

My Account
Applications
Continue 1
Checkout
Transaction
Review 5
Agency
Lookup

A list of available applications will appear. Find the application called Agency Information Update and click the *Apply Now* button.

County of San Diego
Emergency Medical Services
CoSD LEMSIS Licensing Portal

CoSD EMS Website

Welcome, User *TestAgencyAdmin | Logout

My Account

- Applications
 - Continue 1
 - Checkout
 - Transaction
 - Review 5
- Agency
- Lookup

Available Applications

Click "Apply Now" to complete the application for this agency.

My Applications | Service Applications

Filter By Service: TEST-Brett's Fire Department - 800 (S37-12345) ▼

TEST-Brett's Fire Department - 800 (S37-12345)
123 Brett Street, San Diego, California 92120
EMT-Paramedic -- Issued: 01/19/2017

Applications	Action
Step 3 - EMS Agency Vehicles: Getting Started Use this form to add your agency vehicle information. All responding vehicles should be added.	Apply Now
CoSD LEMSIS Positions: Add or Update Complete this form to add new positions or update the position contact information. For ROSTERING of your agency, please use the Personnel link under Agency on the left navigation panel.	Apply Now
Agency Information Update Use this form to update agency contact information such as business address, phone number, and email, and agency organizational information such as FDID, primary type of service, specialty services, and patient monitoring capabilities.	Apply Now

Near the bottom of the form is a question that asks "Select the NEMSIS 3 complaint PCR system your agency will use". Click the *County funded CoSD LEMSIS* option. This will open a few additional questions to answer. Click *Submit* at the bottom of the form to send the application to County EMS.

Select your agency's Patient Monitoring Capabilities:

Select the NEMSIS 3 complaint PCR system your agency will use

- ☒ County funded CoSD LEMSIS
- ☐ Third Party PCR system
- ☐ Undetermined

*Select your agency's desired implementation date for going live with LEMSIS Elite:

☒ mid June 2018

☐ Fall 2018 (exact date TBD)

*Monitor Vendor:

*Monitor Series:

Billing Agency (if applicable):

*Acknowledgement

☐ I acknowledge that the agency roster and designated Administrator and Administrator Back-Ups must be up to date and I have read the information below.

To add personnel to your agency's roster, click Agency on the left-hand side of your LEMSIS Licensing Portal account, then click Personnel. A search box will open in the middle of the screen to search for personnel to your roster. Personnel can be removed by clicking the grey box next to their name and selecting Remove from the drop down list at the bottom of your roster.
Administrators and Administrator Back-Ups can be added or changed using the *CoSD LEMSIS Positions: Add or Update* form available under Service Applications.

Submission of this form is not a guarantee that your agency will be able to go live with CoSD LEMSIS Elite during the implementation date you selected. All applications will be reviewed by CoSD EMS staff after the submission deadline to determine the implementation plan. Agency administrators will be contacted with the next steps and anticipated go-live date.

☒ [Submit](#)